**Guide for the conduct of the School Monitoring, Evaluation and Adjustment (SMEA) for the first quarter of school year 2016-2017**

The scope of the SMEA for the first quarter of school year 2016-2017 shall be the following:

1. Monitoring and Evaluation Focus:
2. Data on the latest enrollment recorded for school year 2016-2017 in Kindergarten, Grades1-6, Junior High School (G7-10) and in the Senior High School (G11). The collected data serves as reference for monitoring the performance of schools in terms of access.
3. Data on the subject failures for the first periodical grading serves as basis for assessing the effectiveness of programs/interventions implemented by the subject teachers
4. Data on PARDOs/SARDOs and dropouts during the first quarter of school year 2016-2017. This data serve as basis in determining the effectiveness of programs in keeping learners in school
5. Implementation of programs and projects for the first quarter (SY 2016-2017)
6. Consolidated issues/concerns/Gaps/ problems (ICGPs) of teachers and school heads, Action taken to address ICGPs and technical Assistance needed.
7. Technical assistance needs addressed in the school, district, or DO.
8. Education Resources:

MOOE for 2016

1. % of MOOE Allocation Downloaded to school
2. % Utilization of Downloaded MOOE
3. Percent of liquidation of utilized MOOE

**SCHOOL MONITORING, EVALUATION AND ADJUSTMENT REPORT FOR THE FIRST QUARTER OF SY 2016-2017**

(FORMAT)

Name of School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address of School\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Complete Elementary (K-G6)/Junior High School/ Integrated: \_\_(Please check)\_ If integrated, until what level in the junior high school?)

Incomplete Elementary/Junior High School : \_(Indicate the grade levels)\_\_\_

Accomplishment for the First Quarter of SY 2016-2017)

1. **Enrollment (Access) as of September 15, 2016 ( the latest)**

**A.1. Public Schools**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Grade levels | Regular sections | | | Special Programs (SSES, STE, SPJ, SPS, SPS,etc) | | | ALS | | | Total | | |
| **School Age** | M | F | T | M | F | T | M | F | T | M | F | T |
| **Elementary** |  | | | | | | | | | | | |
| Kindergarten  G1-G6 |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Junior high school**  **(G7-G10)** |  |  |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |  |  |

Public Schools

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Grade levels | Regular sections | | | Special Programs (SSES, STE, SPJ, SPS, SPS,etc) | | | ALS | | | Total | | |
| **Non-School Age** | M | F | T | M | F | T | M | F | T | M | F | T |
| **Elementary** |  | | | | | | | | | | | |
| Kindergarten  G1-G6 |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Junior high school**  **(G7-G10)** |  |  |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |  |  |

**A.2. Private Schools**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Grade levels | Regular sections | | | Special Programs (SSES, STE, SPJ, SPS, SPS,etc) If applicable | | | ALS | | | Total | | |
| **School Age** | M | F | T | M | F | T | M | F | T | M | F | T |
| **Elementary** |  | | | | | | | | | | | |
| Kindergarten  G1-G6 |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Junior high school**  **(G7-G10)** |  |  |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |  |  |

Private Schools

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Grade levels | Regular sections | | | Special Programs (SSES, STE, SPJ, SPS, SPS,etc) if applicable | | | ALS | | | Total | | |
| **Non-School Age** | M | F | T | M | F | T | M | F | T | M | F | T |
| **Elementary** |  | | | | | | | | | | | |
| Kindergarten  G1-G6 |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Junior high school**  **(G7-G10)** |  |  |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |  |  |

**A.3. Senior High School**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Grade 11 | Academic | | | | | | | | Sport | | Arts& Design | | Techvoc and Livelihood | | | | | | | |
|  | GAS | | ABM | | STEM | | HUMSS | |  | |  | | AFA | | IA | | HE | | ICT | |
| Public |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Private |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

1. Data on Subject Failures for the first grading Period (SY 2016-2017)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Number of students who failed in the first grading Period | Filipino | English | Science | Mathematics | TLE | MAPEH | AP | EP |
|  |  |  |  |  |  |  |  |
| Reasons for failing in the different subject areas during the first grading period |  |  |  |  |  |  |  |  |
| Interventions plans by the subject teacher to improve performance of students |  |  |  |  |  |  |  |  |

1. Data on Pupils/Students at risk of dropping out (PARDOs/SARDOs) and Dropouts

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Number of learners | PARDOs (elementary) | | | SARDOs (Secondary) | | | Dropouts | | |
| M | F | T | M | F | T | M | F | T |
|  |  |  |  |  |  |  |  |  |
| Reasons identified by the teachers and School Head |  |  |  |  |  |  |  |  |  |
| Intervention plans of teachers and school head to address the concern |  |  |  |  |  |  |  |  |  |

1. Physical and Financial Accomplishment for the first quarter of school year 2016-2017

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Physical Accomplishment | | | Financial Accomplishment | | |
| PPA as reflected in the SIP-AIP from June-August 30, 2016 | Status within the quarter  (Accomplished, not accomplished) | Reasons for accomplishment/ non -accomplishment | Target expenditure | Actual Expenditure | % liquidation |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Total |  |  |  |  |  |

1. Issues/Concerns/ Gaps/ Problems (ICGPs) of teachers and school head, action taken and TA needed. TA needs addressed at different governance levels.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Issues/Concerns/ Gaps/ Problems (ICGPs) | Action taken by the teacher or the school head | Technical assistance (TA) needed by the teachers or the school head | Addressed TA Needs | Addressed at school, district, Division Office, Regional Office |
|  |  |  |  |  |
|  |  |  |  |  |

1. Education Resources:

Please identify what quadrant level your school belongs.

|  |  |  |  |
| --- | --- | --- | --- |
| MOOE for CY 2016 | Percent (%) of MOOE allocation Downloaded to School | Percent (%) Utilization of Downloaded MOOE | Percent of Liquidation of Utilized MOOE |
| Segmentation by quadrant  Q1 = 100% |  |  |  |
| Q2 = 80-99% |  |  |  |
| Q3 = 50-79 % |  |  |  |
| Q4 = below 50% |  |  |  |
| Reasons why your school belongs to such quadrant |  |  |  |

Prepared by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Monitoring and Evaluation Team

Approved:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Head